

return to:  
TENNESSEE HISTORICAL COMMISSION  
2941 Lebanon Road  
Nashville, Tennessee 37243-0442  
(615) 532-1550

**APPLICATION**  
**FOR**  
**ACQUISITION AND DEVELOPMENT GRANT**  
**TENNESSEE HISTORICAL COMMISSION/NATIONAL PARK SERVICE**  
**JUNE, 2004**

1. Applicant

Name \_\_\_\_\_ Phone \_\_\_\_\_  
Organization \_\_\_\_\_ Fax \_\_\_\_\_  
Address \_\_\_\_\_ Email \_\_\_\_\_  
\_\_\_\_\_

2. Project Description (Include name and address of National Register site and the date of listing. If the property is part of a district give district name followed by the name and address of the property. Submit photographs as specified in instructions.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Check one      Owner ☐      Administrator ☐      Lessee ☐

***If applicant is other than owner or owner's representative, the owner must provide written consent and must sign all required agreements. A letter of consent must accompany this submission if applicable.***

3. Funding Requested

Total project cost \_\_\_\_\_

Amount of grant request (may not  
exceed 60% of total cost) \_\_\_\_\_

4. Project Narrative (attach additional sheets if necessary)

5. Project Cost (Estimated Budget-include source of estimate)

6. Description of matching share \*

Confirmed sources of cash

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Confirmed Sources of donated goods  
or services

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

\* Revenue sharing funds, not considered federal money under the regulations of this program, may be used for matching purposes. Also federal funds available under the Community Development Act of 1974 constitute an acceptable match. No other federal funds or donated services or property from any federal sources are allowable as match.

7. Certification

I hereby certify that all of the above information is correct and that the matching sources of funds listed above are confirmed and are or will be immediately available if a grant is awarded.

I further certify that in all hiring or employment made possible by or resulting from grant awards, I (1) will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, or national origin, and (2) will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, age, or national origin. I understand that this requirement applies to, but is not limited to, the following: employment, promotion, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

I will comply with all applicable statutes and Executive orders on equal employment opportunity, and understand that grant awards will be governed by the provisions of all such statutes and Executive orders, including enforcement provisions, as implemented by, but not limited to, Department of the Interior Policies, published in 43 CFR 17.

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Typed name and title of applicant

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Signature(s)

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Date

ACQUISITION AND DEVELOPMENT GRANT  
TENNESSEE HISTORICAL COMMISSION/NATIONAL PARK SERVICE

JUNE, 2004

Instructions for Completing Application

1. Applicant: Please give your name, mailing address, and phone number where you may normally be reached between the hours of 8:00 a.m. and 4:30 p.m. If the applicant is an organization, provide the name, address, and phone number for the individual who will be representing the organization. Also provide fax numbers and email addresses if applicable.

2. Project Description: Give a brief description of the project for which you are requesting funds. Include sufficient black and white or color 8x10 photographs (no slides) to show all elevations of the property. Photographs cannot be returned.

Example: This project consists of the exterior restoration of the Smithville Depot, 112 Depot Street, Smithville, Dekalb County, Tennessee. The Depot was listed on the National Register of Historic Places on 1 September, 1986. The work consists of repairs and/or replacements to the roof, exterior masonry and windows.

3. Funding: Indicate the total amount estimated to complete the project described in Item 2. Indicate the amount of funds you are requesting. The amount of funds requested must not exceed 60% of the total project cost.

4. Project Narrative: Describe in detail the project you wish to undertake with the grant sought. Describe how the project will meet the priorities and criteria for funding as explained in the grant "fact sheet". If the work proposed is part of a phased restoration describe how the project fits into the phases. State whether plans for the work have been prepared. If the work includes restoration of missing features or details, describe any research which has been done to guide the restoration. Include any information you feel is pertinent to consideration of the proposed grant. Include a detailed and specific list of final products or results expected. In addition to the general photographic views mentioned above include photographs to illustrate the specific areas of work. If possible, prioritize the different items of the proposed project both here and in the estimated budget (item 5) so that if full funding is not feasible, partial funding may be considered. Professional services will have to be obtained through a competitive process, however, you should discuss the professional qualifications of any staff, consultants, or principal investigators who have assisted in the development of the proposal or project or who are being considered for prospective employment or contractors on the project. These must meet the requirements of 36 CFR, Part 61, Appendix A. Specifics regarding these requirements may be obtained from the Tennessee Historical Commission.

5. Project Cost: Please itemize by major work items the estimated total cost of the work. The budget should include all expenditures for the proposed project. Donated goods and services proposed as match for the federal grant should be included as part of the budget and listed in part 6 of the application. Be sure and include the source of the estimate.

#### SAMPLE BUDGET

Work/Cost Breakdown\*  
(listed in order of priority)

1. Repair and/or replace damaged or missing windows (10)	2,000.00
2. Repair and repoint chimney, install new flashing	1,500.00
3. Install all new wiring and electrical box	9,000.00
4. Scrape, prime and repaint exterior	8,000.00
5. Repair and/or replace missing or damaged cornice brackets	5,000.00
6. Reconstruct porch based on historic photograph	4,500.00
7. Architectural/Engineering	<u>3,000.00</u>
Total	\$33,000.00

\*Estimate by Rapp Bros. General Contractors and Smathers and Associates, Architects.

6. Description of Matching Share: State the confirmed source(s) of your matching share in the appropriate categories. Matching share must equal at least 40% of the estimated cost of the project.

7. Certification: Please type your name and sign the application.

Your application must be completed and returned to the Tennessee Historical Commission office with a postmark no later than the date shown below. Incomplete, illegible, or unsigned forms will be returned.

**SEPTEMBER 1, 2004**

This program receives Federal funds from the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental federally assisted programs on the basis of race, color, national origin, age or disability. Any person who believes he or she has been discriminated against in any program, activity or facility operated by a recipient of Federal assistance should write to: Director, Equal Opportunity Program, U.S. Department of the Interior, National Park Service, P.O. Box 37127, Washington, D.C. 20013-7127 and Linda T. Wynn, Title VI Coordinator, Tennessee Historical Commission, 2941 Lebanon Road, Nashville, Tennessee 37243.